

**Iowa Department of Natural Resources
Environmental Protection Commission**

ITEM

5

DECISION

TOPIC

Contract – Database and Project Tracking Systems for State Revolving Fund

The Department seeks Commission approval of a contract with Quality Consulting, Inc. to develop web-based database and project tracking systems for the State Revolving Fund (SRF) programs. The systems will meet three major goals: 1) assist staff to better manage individual projects; 2) provide managers with better program oversight; and 3) interface with the Iowa Finance Authority loan database.

The purpose of the contract is to develop, prepare, test, and deploy web-based database/project tracking systems. The systems will be designed to track milestones in construction and loan project approval processes, provide reminders when tasks are not completed, provide visual displays of project progress, and allow for reports on program indicators. Databases and tracking systems for two separate but inter-related programs – Water Supply Engineering and Wastewater Construction -- will be created. An existing application developed for the DNR Engineering and Realty Services Bureau may serve as a model for some of the features desired for this project.

Heretofore, neither the Drinking Water nor Clean Water SRF programs have had complete database/project tracking systems. Information was compiled using multiple project databases and Excel spreadsheets. Difficulties in project tracking and program management resulted from lack of standardization, incomplete data elements, and the wide range of needed information being stored in different places.

Owners of water supply and wastewater construction projects are required to obtain construction permits. Each project goes through a review and approval process which may include many steps and extensive communication between multiple parties. Project managers need a tracking and reminder system to help with keeping projects on schedule and identifying issues with project progress. Program supervisors need regular information on project and program status to be able to identify staffing needs, program issues, and trends in project timelines.

A subset of the construction projects also go through the State Revolving Fund loan process. Additional steps and requirements are included. The DNR project approval process interfaces with the Iowa Finance Authority (IFA)'s loan approval process. Several project milestones must be reported to IFA to allow the next steps in loan approval to occur.

The cost of this project will not exceed 31,000, or \$85 per hour for up to 364 hours.

Wayne Gieselman
Administrator
Environmental Services Division
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